

BISHOPSTOKE PARISH COUNCIL

**Members of the Parish Council are summoned to attend a meeting to be held at the Parish Office,
Riverside, Bishopstoke on Tuesday 27 March 2018 at 7.30pm**

This Meeting is Open to the Public (7.30pm – Question Time)

*An invitation to attend all meetings of Bishopstoke Parish Council is extended to relevant: Hampshire County
councillors; Eastleigh Borough councillors; and, the Eastleigh East Safer Neighbourhood Team*

AGENDA

Public Session

1. Apologies for Absence
2. Councillors' Questions
3. To adopt and sign Minutes of the Parish Council meeting held on 27 February 2018
4. To consider Matters Arising from the above Minutes
5. Declarations of Interest and Requests for Dispensations
6. Report on Planning Committee Meetings of 27 February and 13 March 2018 – to note Resolutions and to determine Recommendations
7. Report on Finance and General Purposes Committee Meeting of 13 March 2018 – to note Resolutions and to determine Recommendations
8. To receive the RFO's Report and approve the February 2018 Statements of Account
9. To approve potential road names for the Bargate development on Church Road
10. To receive and comment on the archaeology report from the Breach Lane development
11. To receive reports from County, Borough and Parish Councillors on matters of interest
12. To receive the Clerk's Monthly Report
13. To consider content for the March 2018 Press Release
14. Date, time, place and agenda items for next meeting – Tuesday 24 April 2017 at 7.30pm in the Parish Office, Riverside, Bishopstoke



*D L Hillier-Wheal
Clerk to Bishopstoke Parish Council
20th March 2018*

*Members: Cllrs Toher (Chair), Tidridge (Vice-Chair), Brown, Daly, Dean, Francis, Greenwood,
Harris, Mignot, Moore, Parker-Jones, Roling, Thornton and Winstanley*

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 27 February 2018

Present: Councillor S Toher (Chair)
Councillor G Tidridge (Vice Chair)
Councillor P Brown (from Para 122)
Councillor A Daly
Councillor A Dean
Councillor J Francis
Councillor C Greenwood
Councillor T Mignot
Councillor L Parker-Jones
Councillor M Thornton

In Attendance: Mr David Hillier-Wheal (Clerk to Bishopstoke Parish Council)

Public Session 1 member of the public was present

FULL_1718_M08/

Public Session

119 Apologies for Absence

119.1 Apologies had been received and were accepted from Cllrs Harris, Moore, Roling, and Winstanley.

120 Councillors' Questions

120.1 Cllr Tidridge brought the Council's attention to a 10 year old local resident who is spending his spare time litter picking along the River Itchen and asked whether the Council would consider sending him a thank you letter. The Clerk was requested to draft a letter and certificate for both Clerk and Chair to sign. Cllr Tidridge was requested to provide details for the letter. Cllr Tidridge and Cllr Parker-Jones then brought up further residents doing similar activities and asked that they also receive letters.

Action: Clerk and Cllr Tidridge

120.2 Cllr Parker-Jones stated a resident had contacted her regarding the swing at Otter Close play area. It has been out of action for some time and the resident wished to know when it would be repaired. The Clerk advised that this is hoped to be completed in the next week or two.

120.3 Cllr Daly asked whether it is possible to encourage the Tesco Express on to install a mirror for road safety purposes. Cllr Thornton advised that if the posts nearby are owned by Highways then they would be unwilling to allow anything to be mounted on them. The Council requested that the Clerk contact Tesco to determine if there is anything that they can do. Additionally, Cllr Daly asked whether the old pub sign post can be removed. Cllr Greenwood suggested Highways may be willing to install road slowing measures. Cllr Thornton offered to write a letter to Tim Lawton at Hampshire County Council. Finally, Cllr Daly wished to thank the Borough Council refuse collectors for going beyond their duty in clearing up rubbish along Underwood Road.

Action: Clerk and Cllr Thornton

Initial: _____ Date: _____

120.4 Cllr Greenwood asked whether the Clerk had received communication from a resident regarding the BMX track on the Brookfield area. The Clerk stated that he had, and that he would be responding shortly.

120.5 Cllr Dean reported that a number of residents had contacted her to complain about the state of the pavement on Bishopstoke Road. Cllr Thornton offered to write to Highways to ask that it be repaired. Cllr Dean also commented on the proposed name for Oakgrove Road. Cllr Toher advised that this was a working title only and that the Parish had objected to it on the grounds that this would cause confusion regarding post.

Action: Cllr Thornton

120.6 Cllr Francis stated she had been contacted by a resident regarding the large bin at the bottom of Underwood Road, which has disappeared. Rubbish is now being left all over the ground, and in residents' gardens. The resident wondered if the bin could be replaced. Additionally, there is a tree stump outside the school which has been there for some time. Also, on Underwood Road, a resident reported extremely dangerous activity from cars using the pavement to get past queues in the road. Cllr Parker-Jones added that there is a missing bin in Glebe Meadow. The Clerk was asked to investigate what can be done regarding the missing bins and to contact Cllr Thornton for action by HCC on the tree stump.

Action: Clerk

121 To adopt as a true record, and sign, Minutes of the Parish Council meeting held on 23 January 2018

121.1 The minutes of the above meeting had been circulated prior to this meeting.

121.2 Proposed Cllr Thornton, Seconded Cllr Greenwood, **RESOLVED** unanimously to adopt as a true record the minutes of the Parish Council meeting held on 23 January 2018.

Cllr Brown arrived at this point.

122 To consider Matters Arising from the above Minutes

122.1 Item 104.1 The Clerk was asked by Cllr Thornton about the Beat Surgeries, and whether they were attracting any more interest than previously. The Clerk reported that the first beat surgery had no one attending, the second had 5 people, 4 of whom had come just to meet the PCSOs, and unfortunately the most recent had had to be cancelled due to Police training. However, two residents had attended to raise concerns over youths gathering in Lofting Close. The Clerk had put them in touch with the PCSO and was asked by Cllr Thornton to pass the concerns on to the Street Pastors to see if they can look in on their patrols.

Action: Clerk

122.2 Item 104.4 The Clerk was asked to chase again regarding advertising hoardings for Bishopstoke Park.

122.3 Item 113.2 The Clerk was asked to circulate any verge pictures and details to the whole Council and add verge protection to the next Finance & General Purposes agenda.

Action: Clerk

123 Declarations of Interest and Requests for Dispensations

123.1 None declared or requested.

Initial: _____ Date: _____

124 Report on Planning Committee Meetings of 23 January and 13 February 2018 – to note resolutions and determine recommendations

124.1 The Planning Committee Minutes from 23 January and 13 February 2018 had been circulated prior to this meeting.

124.2 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that the resolutions of the Planning Committee meeting held on 23 January and 13 February 2018 be noted.

125 Report on Finance and General Purposes Committee Meeting of 12 December 2017 and 13 February 2018 – to note resolutions and to determine recommendations.

125.1 The Finance and General Purposes Committee meeting minutes from 12 December 2017 and 13 February 2018 had been circulated prior to the meeting.

125.2 Proposed Cllr Thornton, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the resolutions from the Finance and General Purposes Committee meeting of 12 December 2017 be noted.

125.3 Proposed Cllr Thornton, Seconded Cllr Toher, **RESOLVED** unanimously that the resolutions from the Finance and General Purposes Committee meeting of 13 February 2018 be noted.

126 To receive the RFO's report and approve the January 2018 Statement of Account

126.1 The January 2018 Statement of Account had been circulated prior to the meeting and is attached to these minutes.

126.2 The RFO reported that he is chasing invoices from Eastleigh Borough Council for tree work so that they can be paid before the end of the financial year.

126.3 Proposed Cllr Greenwood, Seconded Cllr Parker-Jones, **RESOLVED** unanimously to receive the RFO's report and approve the January 2018 Statements of Account.

127 To approve the Financial Systems Risk Assessment

127.1 The Financial Systems Risk Assessment had been circulated prior to this meeting. It is attached to these minutes.

127.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that Financial Systems Risk Assessment be approved.

128 To note the update on Future Eastleigh

128.1 Cllr Parker-Jones asked if the promised contacts and email addresses have been provided to the Parish Council. The Clerk replied that they have not and was requested to ask the Borough again.

Action: Clerk

128.2 The Council noted the update on Future Eastleigh.

129 To approve the Complaints Procedure

129.1 Proposed Cllr Parker-Jones, Seconded Cllr Brown, **RESOLVED** unanimously that the Complaints Procedure be approved.

Initial: _____ Date: _____

130 To note the report from Cllr Tidridge on the Neighbourhood Plan Survey

130.1 Cllr Tidridge's report regarding the results of the Neighbourhood Plan survey had been circulated prior to the meeting and are on the Neighbourhood Plan website. Cllr Toher thanked Cllr Tidridge for her work on entering and analysing the results.

130.2 Cllr Tidridge talked the Council through the results, which the Council regarded as extremely promising and informative, gaining as they did over 900 responses. The Council noted the report.

131 To approve the signing of the declaration regarding banking statements

131.1 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that the banking declaration be signed.

132 To approve the banking changes as recommended by the Finance & General Purposes Committee

132.1 Following discussion, the Council agreed to remove recommendation 12 from those provided by the Finance & General Purposes committee.

132.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that, excluding recommendation 12, the recommendations regarding banking changes from the Finance & General Purposes committee be approved.

133 To approve the offer from Eastleigh Borough Council to fund a feasibility study on options for Bishopstoke Memorial Hall

133.1 The Clerk informed the Council that Eastleigh Borough Council had offered to fund a feasibility study of potential options for the future of Bishopstoke Memorial Hall. The Parish Council would set the terms of the study, decide what options should be examined, and decide what to do with the results, but the Borough Council would pay the resulting invoice.

133.2 Proposed Cllr Greenwood, Seconded Cllr Daly, **RESOLVED** unanimously that the Parish Council accept the Borough Council's offer to fund the feasibility study.

134 To receive reports from County, Borough and Parish Councillors on matters of interest

134.1 Cllr Dean reported that she had attended the Neighbourhood Plan meeting and the Memorial Hall meeting where the ongoing problems with the water bills were discussed.

134.2 Cllr Thornton reported that Hampshire County Council had decided to reduce spending by £140 million. However, some community bus subsidies have been retained. School crossing patrols are also being retained but may not be replaced when individuals retire.

134.3 Cllr Brown stated that he had attended the recent Carnival meeting, at which a change to the route had been agreed. The parade will now start at the Bishopstoke Community Centre.

134.4 Cllr Daly asked whether stopcocks situated in the street are ever checked. Cllr Toher advised that they are.

134.5 Cllr Parker-Jones stated that she had attended the Future Eastleigh presentation and had recently made several visits for Travel Tokens.

Initial: _____ Date: _____

134.6 Cllr Tidridge reported that CPRE have a current petition asking for a green belt in Hampshire. The Cllr had also attended the Parish Council / Borough Council Liaison meeting at which it had been stated that parking restrictions at the hub were being tightened, but also that the Borough is agreeing a deal with Radian over parking at Dutton Lane. Cllr Toher also informed the Council that it had been stated there would be consultation before any decisions about what might be in the TRO for Church Road. Finally, Cllr Tidridge also reminded the Council that it has a subscription to Survey Monkey which could be used in a number of areas.

134.7 Cllr Toher detailed her meeting since the last Parish Council meeting. The Cllr had attended a Neighbourhood Plan meeting on Jan 25th, the Future Eastleigh presentation on Jan 30th, the Liaison meeting on Feb 20th, a Neighbourhood Plan discussion with the Borough Council, the Memorial Hall meeting on Feb 21st and another Neighbourhood Plan meeting on Feb 22nd. At the Neighbourhood Plan meeting with the Borough Council, also attended by the Clerk and two Neighbourhood Plan working group members, Dawn Heppell had informed us that the next period of community engagement is coming soon and that the Borough Masterplan should be ready by June. At the most recent Neighbourhood Plan meeting a representative from the Neighbourhood Plan consultancy firm Plan-et had attended to advise on the next steps. These involve deciding what the plan is to address, defining the vision of Bishopstoke in 20-30 years and determining the visions and objectives.

134.8 The Clerk read the Council a report from Cllr Winstanley on her meetings during the month. The Cllr had attended the Street Pastors 10 Year Anniversary, which celebrated the growth of the Street Pastors from covering just Fair Oak to covering the whole of Eastleigh Borough. Cllr Winstanley had also attended the Borough Council Administrative Committee at which the Community Governance Review had been discussed. The Parish Council proposals had been accepted, but Cllr Winstanley reminded the Council that it will need to support the proposal when the consultation takes place. Finally, Cllr Winstanley had attended the Borough Full Council meeting which focussed on the budget. Additional money from the national Government New Homes Bonus had been allocated, including £750,000 extra towards subsidised housing across the whole Borough, £900,000 towards traffic congestion measures along Fair Oak and Bishopstoke Road, and £1,000,000 towards community buildings in Bishopstoke – specifically the Memorial Hall and in the Whalesmead / Ichen Avenue area. Cllr Winstanley stressed that the figures quoted from memory as at the time of writing the minutes of the meeting had not been published.

135 To receive the Clerk's monthly report

135.1 The Clerk reported that there were concerns about some of the bus shelters in the Parish. Cllr Francis informed the Council that she had received reports from a resident regarding a bus shelter at the bottom of Underwood Road. The Clerk was requested to investigate the ownership and state of the bus shelter.

Action: Clerk

135.2 The Clerk informed the Council that there are two very suitable candidates for the new Assistant Clerk post and that interviews would shortly be taking place.

135.3 Travel token renewal letters have now been sent out to all current members of the scheme.

135.4 The Parish Council has received thanks from ARK Eastleigh for the Carnival Grant.

135.5 The Assistant Clerk has been contacted by a prospective allotment holder who is moving into the area and wishes to keep bees. The Council policy is currently no bees on allotment sites but there may be the possibility of allowing them near the Community Orchard. Cllrs raised concerns over whether the person is a member of the British Bee Keepers Association and the amount of checking that would need to take place. Cllrs also confirmed that other residents had expressed an interest in bee-keeping.

Initial: _____ Date: _____

135.6 The deadline for receiving quotes for the next section of work at the Cemetery is Friday. Two quotes have been received so far and it is hoped that a third will be received by then.

135.7 The Clerk brought the Council's attention to the recent armed robbery at the Central Convenience Store. The Council were thankful that no one had been harmed in the incident and wished to commend both staff and the police for their response. The Clerk was requested to pass those sentiments to the staff at the store.

Action: Clerk

136 To consider content for the February 2018 press release

136.1 It was agreed that the press release would mention the results of the Neighbourhood Plan survey and the website, a general "thank you" to all those involved in litter picking, congratulations to the Street Pastors, the new route, and the dates for, the Carnival and the next Beat Surgery

Action: Clerk

137 Date, time, place and agenda items for next meeting

137.1 The next meeting will be on Tuesday 27 March 2018, at 7:30pm.

137.2 Agenda items to the Clerk by Monday 19 March 2018 please.

There being no further business, the Chair closed the meeting at 9:10pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Planning Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.00pm on 27 February 2018

Present: Cllrs Greenwood (Chair), Dean, Francis, Thornton, Tidridge and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)

Public Attendance: 1 member of the public was present

PLAN_1718_M18/

Public Session

171 Apologies for Absence

171.1 Apologies had been received and were accepted from Cllr Brown.

172 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 13 February 2018

172.1 The Minutes of the above meeting had been circulated prior to the meeting.

172.2 Proposed Cllr Toher, Seconded Cllr Greenwood, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 13 February 2018 be accepted as a true record.

173 To consider Matters Arising from the above Minutes

173.1 Item 165.3 The Clerk had forwarded an email from the Borough to all Councillors with information regarding Conservation Areas.

173.2 Item 170.3 The Clerk reported an initial reply to the Committee's concerns and was asked to follow up.

174 Declarations of Interest and Requests for Dispensations

174.1 None declared or requested.

175 Consideration of Planning Applications

175.1 H/18/82457 – 175 Fair Oak Road – Single storey side and rear extension, replacement front entrance porch and hip to gable roof enlargement including a rear dormer window – the Committee agreed to Raise No Objection to the application.

175.2 H/17/82093 – Itchen House – Construction of triple garage – Cllr Greenwood had raised concerns about the size of the dwelling and the fact the it had an upstairs room. These initial concerns had been passed to the Planning Officer. Additionally, the Committee had concerns about the lack of information provided by the applicant, and the fact that as an outbuilding to a listed property in a conservation area the Committee's understanding is that this building would become listed too, and there was no detail being provided about how the exterior of the building would look. The Committee agreed to object on these grounds.

Initial: _____ Date: _____

176 Report on recent planning decision

176.1 RM/17/81969 – Land to the North of Church Road – Reserved matters for construction of 27 dwelling units, open space and ancillary works (layout, scale, appearance and landscaping details) – Cllr Brown commented that despite promises being made that the site would be aimed at those working from home, there seem to be no features that would enable that – no mention of a superfast connection, no space for a study in a number of homes, no communal space that could be used by a group of homeworkers and very few dwellings having the promised study or downstairs bedroom. Cllr Brown also noted that the whole site still seems to serve as an entry-point to a parcel of land behind it, despite assurances that it was not intended to fulfil this function. Cllr Tidridge stated that the plans still appear to be overdevelopment. Church Road is not designed for the amount of traffic that both construction, and those houses being filled with families, would bring. Cllr Tidridge also stated it would be vital that the enforcement by the planning authority be rigorous. Cllr Toher enquired whether it would be possible for the committee to have a copy of the Construction, Design and Management Plan, re-iterated the point that it seems to be opening up new land to development, and noted that some comments were still being posted in the .msg format, which not everyone can access. The Clerk was requested to contact the Borough again with a view to changing this. Cllr Dean asked whether the promised meetings between Bargate and the residents were likely to happen. The Clerk was requested to contact Bargate to find out. The Committee asked the Clerk to set in motion the process for asking the Local Area Committee to look at the application, rather than having a delegated decision. Further questions as to whether the trees on the Church Road boundary are to be retained, and regarding who owns the land on which the footpath will run after the development were asked. The Committee were also concerned as to the proximity of a play area and a rest home, to which access was already a problem for ambulances. Safety has to be a priority both during construction and afterwards. Finally, the Committee requested a copy of the current transport management plan. For all the grounds above, the Committee agreed to both object to the application, and to request the decision be taken at the Local Area Committee – The Borough Council approved the reserved matters.

176.2 H/17/82142 – 10 Guest Road – Single storey rear extension – The Committee agreed to RNO to the application – EBC permitted the application.

176.3 T/17/82188 – Orchard Gardens Care Home, 1 Garnier Drive – Various tree works – The Committee expressed disappointment that extensive tree work is being requested so soon. The Committee were deeply concerned at the apparent lack of a tree management program and that there appear to be no plans to replace any of the trees that are being proposed for felling. The Committee agreed to object on these grounds – EBC consented to the application.

177 Clerk's Report

177.1 The Clerk reported that he is still awaiting information regarding application A/16/79559.

178 Date, time, place and agenda items for next meeting

178.1 The next meeting will be on Tuesday 13 March 2018, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

178.2 Any agenda items should be submitted in writing to the Clerk at least 7 days before the meeting.

179 Motion for Confidential Business

179.1 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that in view of the confidential nature of the business about to be discussed relating to possible breaches of planning regulation it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

180 Reported Breaches of Development Control (Confidential Business)

180.1 The Clerk reported one new alleged breach of Development Control.

180.2 The Clerk reported one concluded breach of Development Control.

180.3 Councillors reported no development control issues.

There being no further business, the Chair closed the meeting at 7.10pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Planning Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.00pm on 13 March 2018

Present: Cllrs Greenwood (Chair), Brown, Francis, Tidridge and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)

Public Attendance: 0 members of the public were present

PLAN_1718_M19/

Public Session

181 Apologies for Absence

181.1 Apologies had been received and were accepted from Cllrs Dean and Thornton.

182 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 27 February 2018

182.1 The Minutes of the above meeting had been circulated prior to the meeting.

182.2 Cllr Toher asked that it be noted in the minutes that the Parish Council are disappointed their request for application RM/17/81969 to be brought before the Local Area Committee was not acted upon.

182.3 Proposed Cllr Toher, Seconded Cllr Greenwood, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 27 February 2018, as amended, be accepted as a true record.

183 To consider Matters Arising from the above Minutes

183.1 There were no matters arising.

184 Declarations of Interest and Requests for Dispensations

184.1 None declared or requested.

185 Consideration of Planning Applications

185.1 F/18/82515 – 72 Stoke Common Road – Construction of 2 bed bungalow, variation to approved planning application F/17/80922 – The Committee had no objection but wished to reiterate that there should be no direct access to the allotment from the plot.

185.2 H/18/82253 – 97 Church Road – Single storey rear extension – The Committee agreed to Raise No Objection to the application.

185.3 T/18/82543 – 10 Walter Lane – Various tree works (details within arboricultural tree risk management report) – The Planning Committee were surprised to find this application from Bishopstoke Park attached to a single address on site and believe this could be seen as misleading. No objection was raised to the proposed tree works, but the Committee requested the work take place after the nesting season. Additionally, the Clerk was requested to ascertain whether the Borough Council's 2 for 1 tree replacement programme applies to all applications, or merely to Council owned trees.

Action: Clerk

Initial: _____ Date: _____

185.4 T/18/82634 – 88 Spring Lane – 1 x Holm Oak, reduce to 2-3m all round to previous reduction points – The Committee agreed to Raise No Objection to the application but request that the work take place outside the nesting season.

185.5 T/18/82633 – 1 Spring Lane – 1 x Yew tree, crown raise minor growth over public footpath using hedge cutter - The Committee agreed to Raise No Objection to the application but request that the work take place outside the nesting season.

186 Report on recent planning decision

186.1 H/17/81780 – 35 Haig Road – Two storey rear extension, integral garage and alteration to fenestration – The Committee agreed to Raise No Objection (RNO) to the application – The Borough Council permitted the application.

186.2 H/18/82267 – 8 Greens Close – Front porch with access ramp and single storey rear extension – The Committee agreed to RNO to the application, but wished to ask the Planning Officers to guard against future overdevelopment – The Borough Council permitted the application.

186.3 NC/18/82337 – Manor Cottage, Church Road – Notification of proposed works to trees in conservation area: fell 1 pine – The Committee expressed disappointment this healthy tree within the Conservation Area is being considered for felling without any supporting paperwork, reasons for felling or plan to replace it. Accordingly, the Committee agreed to request the Borough consider this tree with a view to placing a Tree Protection Order on it. The Committee also requested information on the criteria for an area being designated as “Conservation”, and what current policies apply to these areas – The application was withdrawn.

186.4 H/18/82264 – 36 Stoke Park Road – Single storey side and rear extension and integral garage – The Committee agreed to Raise No Objection (RNO) to the application – The Borough Council Permitted the application.

187 Clerk’s Report

187.1 The Clerk reported that The Parish Council has been invited to comment on Jacob Close as a potential street name for the Bargate. Additionally the Clerk informed the Committee that the Parish Council is having work done on trees in Old St Mary’s churchyard on the 21st March.

188 Date, time, place and agenda items for next meeting

188.1 The next meeting will be on Tuesday 27 March 2018, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

188.2 Any agenda items should be submitted in writing to the Clerk at least 7 days before the meeting.

189 Motion for Confidential Business

189.1 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that in view of the confidential nature of the business about to be discussed relating to possible breaches of planning regulation it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

190 Reported Breaches of Development Control (Confidential Business)

190.1 The Clerk reported three new alleged breaches of Development Control.

190.2 The Clerk reported one concluded breach of Development Control.

190.3 Councillors reported one development control issue.

There being no further business, the Chair closed the meeting at 7.18pm

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Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 13 March 2018

Present: Cllrs Winstanley (Vice-Chair), Brown, Parker-Jones, Tidridge, and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Cllr Francis

Public Session 0 members of the public were present

FGP_1718_M10/

Public Session

119 Apologies for Absence

119.1 Apologies had been received and accepted from Cllr Thornton. Cllr Mignot was not present.

120 To accept as a true record, and sign, the Minutes of the Finance and General Purposes Meeting held on 13 February 2018

120.1 The draft minutes had been circulated with the supporting papers for this meeting.

120.2 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** (Cllr Parker-Jones abstaining due to not being present) that the Minutes of the Finance and General Purposes Meeting held on 13 February 2018 be accepted as a true record.

121 To consider Matters Arising from the above Minutes

121.1 Minute 111.1 – The Neighbourhood Plan survey results were discussed at Full Council on 27th February.

121.2 Minute 115.4 – No meeting has been arranged as yet, but it will take place in the YZone..

122 Declarations of Interest and Requests for Dispensation

122.1 None were declared or requested.

123 To receive reports from Working Groups

123.1 No meetings had been held since the last reports were brought to Council. Cllr Toher updated the Committee that the Eastleigh District Association of Local Councils scheduled for March 15th has been postponed.

124 To receive the RFO's Report, and approve Budget Monitoring and Non-Confidential Payments Reports for February 2018

124.1 The budget monitoring and payments reports had been circulated with the supporting papers for this meeting and are attached to the minutes.

124.2 The Clerk reported that the final Carnival money will be paid in this month. Cllr Toher asked whether the Costco card was exclusively for Council use and the Clerk confirmed this.

Initial: _____ Date: _____

124.3 The RFO, Budget Monitoring and Payment reports were noted.

125 To make recommendations as necessary on the Council's response to the Local Government Ethical Standards consultation

125.1 The Clerk reported that only one reply had been received which had indicated general satisfaction with the way Bishopstoke Parish Council undertakes its business. The Committee agreed to respond accordingly to the consultation.

126 To make recommendations on the grant application from Challengers

126.1 Proposed Cllr Tidridge, Seconded Cllr Brown, **RECOMMENDED** unanimously that Challengers be awarded a grant of £500.

127 To receive an update on verge protection and related issues and make any necessary recommendations

127.1 The Committee agreed to recommend that the Council use SurveyMonkey to gather the views of local residents on the already identified problem areas, and to ascertain if there are any more verges the Council should be concerned about. This would also be advertised on the website, Facebook and the noticeboards.

127.2 The list of identified problem areas is West Drive, Sedgwick Road, Colchester Avenue, Oakbank, Underwood Road, Edward Avenue, Escombe Road, Spring Lane, Fair Oak Road, Stoke Park Road and the slip road at the bottom of Underwood Road.

127.3 It was agreed that the survey would list the existing identified areas and allow residents to suggest potential solutions, with a separate section to allow residents to notify the Council of other areas. Cllr Parker-Jones also reported that some of the damage to Old St Mary's churchyard is being caused by the Borough Council's waste collection vehicles. The Clerk was asked to report this to Direct Services.

Action: Clerk

127.4 Proposed Cllr Tidridge, Seconded Cllr Toher, **RECOMMENDED** unanimously that the Council use Survey Monkey, the website, Facebook and noticeboards to gather the views of residents regarding damaged verges.

128 To make recommendations regarding the Royal British Legion Silent Soldier Campaign

128.1 The Committee were grateful for the offer from the Borough Council to fund one Silent Soldier.

128.2 After discussion, the Committee agreed to recommend the funding of two further Soldiers and that they should be placed by the Memorial, at the Cemetery and at St Paul's church.

128.3 Proposed Cllr Toher, Seconded Cllr Brown, **RECOMMENDED** unanimously that the Parish Council fund two Silent Soldiers and place the three Soldiers they will then have at the War Memorial, the Cemetery and at St Paul's church.

129 To recommend the Council accept the quote and plan for Sayers Road play area

129.1 Cllr Tidridge requested the Clerk check with the company that the rubber they use goes through a contamination removal process.

Action: Clerk

129.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RECOMMENDED** unanimously that the Council accept the quote and plan for Sayers Road play area.

Initial: _____ Date: _____

130 To receive the Clerk's Report, including an update on Parish Council assets

130.1 The Clerk reported that at the Cemetery there has been some asbestos dumped which we are arranging to have removed. Quotes for the bank shoring and bin placement have been received. Both quotes recommend slight changes to the original specification, so those changes are being looked at by the Cemetery Working Group. The Clerk also reported that there is tree work coming to Old St Marys no 21st March for the removal of a dead ash and the tidying up of the trees near the road.

130.2 The Clerk reported that so far in March there have been 1 new ashes interment and 2 ashes re-openings. This brings the total for the year to 29.

130.3 The Clerk reported that he is still awaiting the repair of the swing in Otter Close. The latest safety reports have been received and necessary work will be quoted for soon.

130.4 At the allotments, the latest fence repair and replacement work has been somewhat patchy. The Assistant Clerk is following up to remedy the situation.

130.5 Finally, the Clerk reported that interviews for the additional Assistant Clerk would be taking place on Wednesday 14th March. It is hoped that the new employee will be in post shortly after.

131 Date, time, place and agenda items for the next meeting

131.1 The next meeting is scheduled to be on Tuesday 10 April 2018 at 7:30pm in the Parish Office, Riverside, Bishopstoke.

131.2 Agenda Items for this meeting should be received by the Clerk at least 7 days prior to the meeting.

There being no further business, the Chair closed the meeting at 8.15pm

Resolutions to be noted by the Full Parish Council

120.2 that the Minutes of the Finance and General Purposes Meeting held on 13 February 2018 be accepted as a true record.

Recommendations for consideration by the Full Parish Council

126.1 that Challengers be awarded a grant of £500.

127.4 that the Council use Survey Monkey, the website, Facebook and noticeboards to gather the views of residents regarding damaged verges.

128.3 that the Parish Council fund two Silent Soldiers and place the three Soldiers they will then have at the War Memorial, the Cemetery and at St Paul's church.

129.2 that the Council accept the quote and plan for Sayers Road play area.

DRAFT

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

PARISH COUNCIL MEETING ON 27 March 2018
MONTHLY STATEMENT OF ACCOUNT (February 2018)

ITEM 8

Fund Movements						
Bank Accounts	Money In			Money Out		Closing Balance
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	
Co-op	£ 15,084.02	£ 1,136.00		£ 10,379.50		£ 5,840.52
EBC	£ 147,591.03					£ 147,591.03
Total	£ 162,675.05	£ 1,136.00	£ -	£ 10,379.50	£ -	£ 153,431.55

Receipts in detail	
Burial Board	£ 1,050.00
Allotments	£ 86.00
Carnival	
VAT refund	
Misc.	
Total	£ 1,136.00

VAT	
Previously Claimed	£ 4,020.46
Claimed in February	
Unclaimed	

EBC Loan Account Summary						
	Money In				Money Out	Current Balance
	1 April 2017 Balance	Precept	Support Grant	Interest	Transfer to BPC	
Prior to February	£ 168,271.92	£ 157,793.15	£ 11,280.67	£ 245.29	£ 190,000.00	£ 147,591.03
February						£ 147,591.03

Notes	